

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

9 February 2004

PRESENT: Nancy Amato, Chairman
Cynthia A. Herman, Vice Chairman
Noreen A. O'Connell, Member
Gary Daniels, Member
Len Mannino, Member
Katherine E.L. Chambers, Town Administrator
Darlene J. Bouffard, Recording Secretary

1.CALL TO ORDER: Chairman Amato called the meeting to order at 5:32 p.m.

2.MINUTES: The final minutes of the January 12, 2004 meeting were presented to Chairman Amato for review. Chairman Amato requested a change to Page 5, the title "Status of Osgood Pond" be changed to "Gregg Grant". Selectman Daniels asked if the draft minutes could be sent electronically, to which Town Administrator Chambers said that could be done. Vice-Chairman Herman asked where the draft of the last Board of Selectman meeting minutes are. Town Administrator Chambers explained that Dawn Griska has been busy working on the Town Report so she has not had time to finish them and there is little money for overtime. Vice-Chairman Herman asked if the draft from Darlene could be sent directly to Board of Selectman members. Town Administrator Chambers responded that could be done. Vice-Chairman Herman just wants to see them as soon as possible. Town Administrator Chambers indicated a draft must be available 144 hours after the meeting, which they are. Usually, once the draft comes in, Executive Assistant Dawn Griska and Town Administrator Chambers edit to a certain extent. Selectman Mannino would like to give it a try getting them as a draft directly from Darlene.

3. REPORTS OF BOARDS & SPECIAL COMMITTEES:

-Board of Selectman Goals. There is nothing new to report.

-DO-IT Committee. There is nothing new to report.

-Recycling Committee. There is nothing new to report.

-Recreation Commission. There is nothing new to report.

-Regional Water District. There is nothing new to report.

-Merton Group. There is nothing new to report.

-Solid Waste Committee. There is nothing new to report.

-NRPC Update. There is nothing new to report.

-Impact Fee Committee. There is nothing new to report.

-Planning Board. There is nothing new to report.

-Conservation Commission. There is nothing new to report.

-Community Town Wide Planning Facilities Committee (CTWPF). There is nothing new to report.

-School Board. There is nothing new to report.

-Heritage Commission. There is nothing new to report.

-**Personnel Committee.** There is nothing new to report.

-**MIDC.** There is nothing new to report.

-**Zoning Board.** There is nothing new to report.

-**MACC Base.** There is nothing new to report.

There were no other reports for this evening.

4. APPOINTMENTS:

5:30 p.m. - Non-Public Session - Legal. Vice-Chairman Herman moved to enter into non-public session for the purpose of consulting with Town Attorney William Drescher at 5:32 p.m. Selectman Daniels seconded. All members were polled individually and assented to go into non-public session. After discussion, Vice-Chairman Herman moved to come out of non-public session at 6:36 p.m. Selectman Daniels seconded. All were in favor. No announcements were made.

6:00 p.m. - Recreation Department 2004 Fee Schedules & ID Swipe System. Kevin Tyska, Recreation Director, is interested in purchasing an ID swipe system for the recreation programs, particularly the pool area. With the growth in town, one true concern for Kevin is the pool, which is the cornerstone of the department. Last year was both good and bad; financially the department operated the pool at a loss - the weather did not cooperate and people stayed home. In order for that not to happen again, some changes may be needed. At the pool, it is very difficult to track people coming and going and last summer there was a situation where one of the employees was being stalked. Kevin is looking at a software package to track the people, track the paperwork, and generate reports and financial information. The ID swipe system software being considered will cost the Town \$2,401 including hardware. Kevin has talked to some YMCA's who say the system works well for them and he feels it would meet the Town's needs. Currently, the pool users are given a dog tag when they sign up for a pool tag - the cost for those tags would be used for this system instead. This system would keep track of people coming and going and could provide the exact number of people in the pool area at any given time. Chairman Amato asked if a photo tag would be used. Kevin Tyska responded that when the person's photo is entered into the system, the person just swipes their card and the photo will come up on the computer to let the attendant know who they are. Once the people are in the system, the card can be used year to year and activated or de-activated for various programs. Currently there is no documentation from year to year; Kevin is starting fresh from about a year ago. This system can be used for all programs - tennis, basketball, swim lessons, etc. The pool is a stressful environment if it is not managed efficiently. Chairman Amato asked if the photo comes up on the computer at the pool. Kevin answered that it does but any computer can be used, not just the laptop being requested. The computer can also be taken off-site to the schools or wherever, to get people to sign up, which can increase the revenue for the pool and other programs.

Selectman Daniels suggested that parents feel they already pay their taxes, so why should they have to pay for a pool tag for their children? Kevin Tyska said that is a question for the Board of Selectman, since they have directed that the Recreation Department be self-supporting. Chairman Amato asked how much the pool tags cost. Kevin Tyska said currently the tags are a maximum of \$40 per family and compared to other towns, that is very low. The Recreation Commission has suggested changes in the fee structure of the pool, however the recommended changes may not benefit the Town in the long run. Selectman O'Connell asked if the swim lessons fee includes the cost of a pool tag. Kevin Tyska said it does not, the lessons and pool tag are priced separately. Kevin Tyska would like to hire a new Pool Director and find out what his or her suggestions are for this fee structure. The Boys & Girls Club last year got missed because of the timing and that needs to be avoided this year. Town Administrator Chambers recommended changing the 55 & over age group to require a \$10 pool tag. Kevin Tyska also pointed out that any family that is recommended to him by Maria Brown as needing assistance will receive a scholarship upon her recommendation for pool programs. Vice-Chairman Herman asked if the \$8,000 for the Get Physical Software system and associated hardware is in the 2004 budget. Town Administrator Chambers said it is, and that it did not get cut during budget adjustments. Kevin Tyska has talked with Leen about the software and the hardware needs and he

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will work with Kevin on getting this up and running. This is a Recreation software program that will work for the Town and it is also a safety issue. Town Administrator Chambers agrees that to get the process automated would be good.

Selectman O'Connell asked if only one laptop will be sufficient, because it will always need to be at the pool. Kevin Tyska agreed that a second computer would be beneficial to have off-site access. Vice-Chairman Herman suggested maybe having a regular computer at the pool so it is not easy to walk away with. Kevin agreed that the pool computer would need to be locked up at the end of the day. Selectman Mannino suggested maybe having one check-in point for all Recreation Programs and have it done at the pool so even if someone is playing tennis, they check in at the pool where the computer is.

Selectman Mannino asked about the use of safety equipment at the skate park. Kevin Tyska responded that there is a sign that encourages the use of safety equipment. Selectman Mannino asked if it could be made mandatory that safety gear is required before a skate pass is issued. Kevin Tyska and Town Administrator Chambers are working with Primex to find the answer to the questions regarding running a skate park. Town Administrator Chambers explained that State law states that if the Town does not charge a fee for people to use the skate park, the Town is not liable, but if the Town charges a fee, the insurance can be held accountable. The park would need to be monitored and procedures written up that would require Board of Selectman review. Kevin said if an ordinance were developed, the police would be able to enforce the ordinance, to which Chief Douglas responded that most of the kids down there are under 16 and enforcing an ordinance is not going to do much good. Selectman Mannino also asked if somehow the use of appropriate language could be tied into the monitoring of the skate park. Chairman Amato suggested having parents sign a waiver when their child gets a skate park pass that states the child will wear appropriate safety gear and use appropriate language, similar to the waiver signed for use of the pool. Kevin Tyska indicated that last summer there were a lot of problems with the music and language, however most kids using the park are coming from other towns. If a skate pass is used, Chairman Amato asked how that would be monitored. Kevin Tyska said someone would need to be there. Once the pool house renovations are complete, he would like to be able to work on site over there and he could assist with supervision. As far as a second computer, Vice-Chairman Herman indicated it will need to wait until the budget process is complete. Vice-Chairman Herman moved to allow Kevin Tyska to purchase the requested hardware and software for the ID swipe system and Get Physical Software system, once all figures are checked in order to get a laptop at the best price. Selectman Daniels seconded. All were in favor.

6:30 p.m. - Presentation of Certificates of Commendation. Chief Douglas of the Milford Police Department requested Board of Selectman permission to present Certificates of Commendation to two officers. Chief Douglas said he is pleased to be able to bring recognition to these two officers who were involved in a criminal case in December 2003. These two officers played a very important role in the case and Chief Douglas presented a letter of commendation and an honorable service award to both Detective Jackson and Captain Fortin. These officers used all their skills and patrol procedures and took the suspect into custody. Detective Jackson spoke that the two victims in this case are true survivors and what they went through by coming forward and talking to the police helped in arresting this individual. Chairman Amato then thanked both officers and presented each with a certificate of commendation from the Board of Selectman for their courage and devotion to duty in the Town of Milford.

6:45 p.m. - Harriet Wilson Project Proposal. JerriAnne Boggis and Gloria Henry were in attendance to explain the Harriet Wilson project in greater detail and to discuss possible locations for the sculpture. JerriAnne Boggis explained the guidelines include that the artist read the novel so that the monument represents the novel. There are no photos of Harriet. A life size memorial is what is being looked at. Perhaps something in the sculpture to make it unique, such as sound when the wind blows. The artist should also involve the community during the whole creation. Some of the work that has been considered is included in the Board of Selectman packets for consideration. A proposal will also be sent to the artist who did the children on the oval. The two locations being considered after meeting with the Heritage Commission and DO-IT are the Bicentennial Park on South Street and Emerson Park. One way the community could be involved is in the selection of the location. There will be a kick-off event on May 2 at Town Hall. A NH Community Council grant has also been received and Professor Gates will attend and speak at the May 2 kick off. Information on the cost for fire and police personnel at that event was provided to JerriAnne for their budgeting purposes by Chairman Amato. Tonight, JerriAnne and Gloria are looking for permission to use one of the two locations identified or decide to have the community make that decision. Vice-Chairman Herman would like to visit both parks now that the size of the monument has been determined. Selectman

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Mannino likes Bicentennial Park but asked if DPW needs to be asked before any decision is made. Town Administrator Chambers agreed with checking with DPW. Selectman O'Connell indicated that the railroad tracks on South Street will be improved using the Bass Grant and wonders if that could tie in with using Bicentennial Park. Chairman Amato is also leaning toward Bicentennial Park and recommended this be tabled until the next Board of Selectman meeting.

At the May 2 event, JerriAnne would like to announce the location chosen. Vice-Chairman Herman suggested maybe taking a poll at the Town voting of where people would like the monument, which Selectman O'Connell agreed with since a lot of people could be reached. Vice-Chairman Herman moved to table until the next February meeting. Selectman O'Connell seconded. All were in favor. Vice-Chairman Herman wants to take into consideration the original establishment of the parks - they were established for a particular reason and she wonders if someone might be willing to donate some land to have a park dedicated for just this monument. Selectman O'Connell indicated that Bicentennial Park is being considered since it does not get used much and this may be a way to encourage people to start using it - and it is close to the oval. Diane Fitzpatrick would like JerriAnne to go before the Conservation Commission if they want to use the Bicentennial Park for the monument since the Commission holds the deed to that property; and there needs to be some discussion regarding the abutter to that park.

-7:00 p.m. - Fire Wards Transition. Fire Wards Ken Hawes, John Kelly, Bill McKinney and Fire Chief Pauley were in attendance for the Fire Wards Transition. At the last meeting, the Rules and Regulations were adopted and there were a few changes made since as a result of the finalization of job descriptions. Vice-Chairman Herman asked how the updates to these procedures will be handled in the future - annually or as things come up? Chief Pauley responded that Sections 1, 2, 3 and Appendices and the JLM Commission rules will be in one document which will go to the Board of Selectman for signature. As changes are made to the Town personnel manual, these will be updated and at least annually the rest will be looked at. The SOGs will come through periodically from the Fire Chief. Vice-Chairman Herman moved to accept the changes. Selectman Daniels seconded. All were in favor. The job descriptions have all been reviewed by the committee and the Fire Wards. Selectman Mannino moved to accept the job descriptions. Selectman O'Connell seconded. All were in favor. Chief Pauley thanked the Board of Selectman and Town Administrator Chambers and Ruth Bolduc for their time through this process. The transition will take effect one year from last year's Town Meeting, at which time the Fire Wards will be done.

7:15 p.m. - Discussion of HB 1416 with Local Legislators. The local legislators in attendance for this discussion were: Senator Andrew Peterson and Representatives Stephen Stepanek, Lee Slocum, Cynthia Dokmo, Robert Rowe, Peter Bergen and Paul Spiess. Selectman Daniels explained that Representative James Wheeler was unable to attend this meeting because he has school on Monday nights, but that Rep. Wheeler stated he would be available to meet individually upon request. Chairman Amato is interested in HB 1416 and anything else that may be of interest to the Town. Representative Stepanek is interested in exactly what kind of impact this would have on Milford - what would be the additional tax revenue? Chairman Amato explained the Town has other utilities that may ask for the same exemption if this passes. Town Administrator Chambers indicated it would be several million dollars from all the utilities if this passes. Representative Stepanek said this is only on the telephone poles and asked what the value of just the telephone poles would be? Town Administrator Chambers does not have those figures. Representative Slocum asked if sewers are taxed. Town Administrator Chambers responded that there is no private sewer in Town, but the community water systems are taxed. Vice-Chairman Herman asked if the Town taxes the Town water system? No, said Town Administrator Chambers, the Town taxes Pennichuck and private water systems. Vice-Chairman Herman asked where this legislation comes from? Representative Stepanek said the telephone companies were given this exemption by the State in lieu of something else. Senator Peterson explained that Senator Green brought this forward last year. The one year extension is up July 1, 2004, if the extension does not pass the exemption goes away. If the house kills the bill the exemption would be off. The poles and wires are placed in the town right of way. This exemption is now for a forever exemption instead of just an extension. The towns would need to tax at the property tax rate for the State and the Town. Representative Rowe said on Wednesday at 9:00 a.m., this goes before the House Committee and asked if Milford has assessed the value of all the poles? Town Administrator Chambers said we have not. Representative Dokmo said it would not come off until next year, so the assessments do not need to be done until that time.

Selectman O'Connell asked if the Town taxes electrical poles? Town Administrator Chambers said we do. Representative Bergen indicated the telephone company is the only one that has an exemption to this tax. Representative Slocum explained the people who want this to pass are going to present the case that if this bill does not pass, peo-

ple's phone bills are going up. Because of all the changes with wireless communications, Senator Peterson explained, this has become a problem and we need to listen and figure out what is going to be best. This has been going on for years and he does not see other utilities coming in to ask for an exemption. There are some things that need to be looked at, said Selectman Daniels, but to take away this exemption is putting another tax on top of the communications tax. If this exemption went away he is sure that the communications tax will not go away. Representative Bergen suggested a similar example is the rooms and meals tax. If they eliminate the exemption, said Representative Stepanek, they will still need to come up with a way to pay the telephone company for collecting the money. Selectman O'Connell asked if cell phone companies pay a tax? Representative Dokmo responded that they pay an access fee instead - it is being paid by the consumers. Senator Peterson said the cell towers themselves are taxed. Representative Dokmo responded that the cell companies pay an access fee set by the Federal Government, and every state except NH pays taxes on poles. If the exemption ends, the rates will go up, but not before they go to the PUC and they need to justify a raise in rates, which has not happened since the 1980's. Representative Bergen suggested the competition among companies for phone services is increasing, they all have low rates to compete, and if this does pass he believes they would go to the PUC. In some cases, Representative Stepanek, said the electrical company owns some of the poles, in some cases where the phone company owns the pole the other company pays rent. Senator Peterson felt the exemption extension for one year was the right thing to do and he wants to know how this will affect the Town if it is forever. If this does not get extended the Towns will need to determine how the poles fit into the tax structure. Chairman Amato would like to see the bill killed and asked each legislator for their opinion. Representative Spiess has not made a decision and thinks the phone utilizes the poles and they are not taxed and the electrical companies do pay taxes, so he does not see the justification of the exemption. Representative Bergen is leaning toward killing the bill. Representative Stepanek is leaning toward killing the bill, but will keep an open mind and listen to the committee on Wednesday. Representative Rowe said it seems that the exemption should be eliminated unless there is a rational reason to keep it. Representative Dokmo would like to kill the bill but she has only heard one side of the argument, this is a source of revenue to the Town. Senator Peterson has not taken a position yet, but we are taxing this business \$85-90 million per year and to have an annual \$50 million increase per year is worth hearing all the arguments before committing, but he is sensitive to the fact that the poles are in the Town right of way and making money for the business. He is not crazy about making it a permanent exemption either. Representative Slocum will listen to the debate and if it will be a wash for the taxpayer he will support the bill because the cost for one company to absorb this cost is monumental.

Vice-Chairman Herman indicated there was a lot of litigation regarding this about 10 years ago and she will look it up and get information to the Board of Selectman. Selectman Daniels asked if someone could get the Public Hearing minutes on this so the Board of Selectman could read all the arguments. Cynthia Dokmo agreed to get the minutes when they are ready. Representative Rowe said the public hearing is on Wednesday, and Cynthia will get those minutes to the Board of Selectman when they are ready.

Senator Peterson would like recommendations from the Board of Selectman after they take a look at the minutes and debates. Second, he would like an estimate of what kind of revenue this would generate. Town Administrator Chambers could ask the Town Assessor for those numbers. Representative Stepanek will ask for the same information from Amherst. Chairman Amato noted that NH is the only state in New England that does not tax the telephone poles. Representative Dokmo committed to make sure to provide the public hearing minutes to the Board of Selectman from the meeting to be held on February 11 at 9:30.

5. UNFINISHED BUSINESS:

-Reconsideration of Custodial Fees for Non-Profit Organizations. The costs associated with the janitorial fees for groups using the Town Hall Auditorium have been questioned on several occasions recently. Chairman Amato asked what the actual costs are to pay for the janitor? Town Administrator Chambers responded it costs \$28 per hour with benefits. Selectman Mannino asked if the janitor completes only a portion of the cleanup the night of the event, and finishes cleaning the next morning - during normal work hours - how would that be billed? Town Administrator Chambers answered if the cleanup is during normal work hours, we would not bill it. Further, the higher after midnight rate (\$75) is in the policy as a deterrent and that money goes to the Town, not the janitor. Selectman Mannino noted if the cleanup is a part of the janitor's regular job description, why do we charge for it at all? Town Administrator Chambers answered it is because the janitor cannot get done the regular tasks in the hours allotted in addition to cleaning up after a function, plus the next morning there is usually another function coming in

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so it needs to be done that night, not the next day. Chairman Amato feels bringing the janitorial fee down to \$28 per hour will help the non-profit organizations. Selectman O'Connell added that if a group leaves the area in an unacceptable manner they could forfeit their future use of the facility. Selectman O'Connell asked if groups can book far in advance of their functions in order to advertise? If a group wants to book 6 months ahead in order to advertise, they cannot do that based on this change. Vice-Chairman Herman suggested giving this to a committee to make changes since this policy continues to come before the Board of Selectman for modifications. Chairman Amato moved to change the janitor fee from \$50 per hour to \$28 per hour. Selectman Daniels seconded for discussion. Chairman Amato believes this change is reasonable. Town Administrator Chambers said the decision for that fee (\$50) was made pretty fast. Selectman Daniels feels the \$28 is reasonable because that is what it costs the Town. All were in favor of the motion. Selectman Daniels has noticed that the floor in the auditorium is scratched. Selectman Mannino noted that the scratches are caused by the Tot Drop In because they drive around on toys with plastic wheels. Rubber wheels would be better because the marks could be taken off, scratches can't.

-Consideration of a Traffic Light at the Nashua St. & Power St. Intersection. Town Administrator Chambers noted that the last check came in for this effort and she recommended the Board of Selectman approve giving Bill Parker permission to look into the not to exceed price of \$7,580 to determine the most effective location for a traffic signal on Nashua Street. Selectman Mannino moved to allow Bill Parker to contact Steve Pernaw to conduct this signal location analysis so long as the cost will not exceed \$7,580. Selectman O'Connell seconded. All were in favor. Town Administrator Chambers will send a letter to thank those involved in the contributions for this intersection.

-Appointment of PEG Access Channel Committee. Awaiting March 8, 2004 Meeting.

-Status of Osgood Pond. There is nothing new to report on this matter.

-Town Wrecker Rotation Policy. Awaiting revisions.

-Non-Public Session - Personnel. Vice-Chairman Herman moved to enter into non-public session for the purpose of discussing a personnel issue at 10:00 p.m. Selectman Daniels seconded. All members were polled individually and assented to go into non-public session. After discussion, Vice-Chairman Herman moved to come out of non-public session at 10:12 p.m. Selectman Daniels seconded. All were in favor. No announcements were made.

6. NEW BUSINESS.

-Proposal of Personnel Guidelines RE: Requests for Leave Without Pay. Town Administrator Chambers would like to clarify a point in the employee manual regarding requests for leave without pay. When a person is hired to work for the town, they are hired to work a certain number of hours per week. On that basis, they receive benefits. When an employee works for fewer hours during a given week, they sometimes request those hours not be paid, in other words they do not wish to use personal time or vacation time. The standing policy is that people cannot do that because they are being paid through their benefits for those hours so they must use some of their paid leave. Town Administrator Chambers would like to add a statement in the (non-union) employee manual regarding this. Selectman Daniels asked how the new wording will be implemented (by approval of the Board of Selectman) when these requests come in during the workweek and the Board meets only every other week. Town Administrator Chambers responded that people do not usually ask for one or two hours, it is usually a day or more. This is planned time off or maybe they did not have enough time off left. This is for non-union employees and she wants the request to come before the Board of Selectman in accordance with the leave-without-pay section of the Employee Manual. Selectman Mannino asked if this will make it unallowable to take time off without pay unless it is approved? What if there is an emergency and the employee has no paid time off, could they not leave? Town Administrator Chambers indicated employees receive 120 hours of sick time per year, so she would hope that people have time in the bank for that situation. Selectman Mannino asked why this is coming before the Board? Town Administrator Chambers said it has been coming up more and more and she wants to clearly state the policy. Vice-Chairman Herman has an issue that employees start off with 10 weeks off per year between sick, vacation, holiday and personal time who feel they need more time off without pay. Vice-Chairman Herman moved to table until the next meeting when Town Administrator Chambers can return with the language she proposes to include in the Employee Manual. Selectman Daniels seconded. All were in favor.

-Facilities Committee Funding Discussion. This will be on the next agenda.

-Request for Board Presence at the Recycling Center for the New Police Station. Chairman Amato will be at the Recycling Center to pass out literature on the new Police Station as will Selectman O'Connell. Selectman Mannino and Selectman Daniels are not sure yet if they can assist. Also, the Facilities Committee members are attending a Rotary Luncheon on February 11 at noon and requested Board members to attend as well. Chairman Amato will attend the luncheon.

-Highway Safety Grant Funding. Notification from the State Department of Transportation, Highway Safety Agency, was received regarding financial assistance for cities and towns. Town Administrator Chambers recommends this be sent to the Traffic Safety Committee for review. Selectman Mannino moved to forward to the Traffic Safety Committee for consideration and recommendation to the Board of Selectmen at their March 8, 2004 meeting. Selectman Daniels seconded. All were in favor.

-Discussion of Milford Bus Service On-Board Survey. Milford Route 9 On-Board Bus Survey Results were forwarded to the Board of Selectman for information only. Milford has paid for this service through the end of December 2004, but at this point the Town is not sure what is going to happen with it; it could end sooner based on state funding.

-Appointment of a Committee Member for the Local River Management Advisory Committee. Currently, Diane Fitzpatrick and Celeste Philbrick-Barr have volunteered to join the Local River Management Advisory Committee for the Souhegan River. Tom Neforas is also interested. Vice-Chairman Herman asked how many different efforts are ongoing with the Souhegan River and what is being looked at? NRPC is doing something, as is the Watershed Association. Town Administrator Chambers noted this advisory committee is for the health of the river. Selectman Daniels asked how much of Tom's time will be taken up with this? Selectman O'Connell noted that on a committee like this Tom would be involved in the process of the rules and regulations of our water. Wouldn't his expertise be a good fit for this position? Chairman Amato indicated Tom works at the water plant in charge of water, why would that be a bad fit? Vice-Chairman Herman noted if DES wants input from the townspeople, why have Tom do it? Selectman Daniels would like to know what the duties and responsibilities of these people will be. If Tom has a job to do and we put this on him, he may not have the time to do his regular duties. Town Administrator Chambers read from the RSA on the responsibilities of the committee. This is one meeting a month held locally. Selectman O'Connell asked if it is an annual appointment, to which Town Administrator Chambers responded it is for 3 years. Selectman Mannino asked if the Warrant Article for the water district study committee will require some of his time to be devoted to it? Town Administrator Chambers said the Board of Selectman did not wish to nominate a town employee for that when it was discussed previously. Vice-Chairman Herman would like a business on the river to be involved. Town Administrator Chambers will send the form for the Local River Management Advisory Committee with just Celeste and Diane as members for now. Selectman O'Connell moved to have the form sent with two members for now. Selectman Daniels seconded. All were in favor.

-Request for Permission to Hold a March of Dimes WalkAmerica. The March of Dimes has requested permission to hold the 2004 WalkAmerica event on Sunday, April 25 to begin at the VFW Post #4368. It was noted the emergency services and DPW had been contacted and had no objections. Selectman Daniels moved to approve the request. Selectman Mannino seconded. All were in favor.

-Appointment of Employer Representative to NH School Health Care Coalition Membership Council. Chairman Amato was the employer representative to the NH School Health Care Coalition for 2003 and a new Town representative needs to be appointed for 2004. Town Administrator Chambers recommended waiting until the Board of Selectman meeting when all new appointments are made. All members concurred. Selectman Daniels asked if Mike Trojano could be the Town representative, since he is already the school representative. Town Administrator Chambers said it cannot be the same person representing the town and school.

-Request to Collect Current Land Use Change Tax (11). Vice-Chairman Herman asked if the Current Land Use Change Tax could be used as unanticipated revenue and be accepted at a public hearing to use toward conservation land? Town Administrator Chambers said this is tax money, so it cannot be used as unanticipated revenue. Vice-

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Chairman Herman moved to issue the Current Land Use Change Tax Warrant in the amount of \$140,476.00. Selectman O'Connell seconded. All were in favor.

-Acceptance of March 22nd as the Second March Date for a Board of Selectman Meeting. The last scheduled Board of Selectman meeting is March 8, 2004, Town Administrator Chambers suggested setting a second March date of March 22. Selectman Daniels moved to have a second Board of Selectman meeting in March on the 22nd. Selectman Mannino seconded. All were in favor.

-Execution of Water User Fees and Sewer Users Fees for the Month of February 2004. The Water User and Sewer User fees for the month of February 2004 were unanimously approved on motion made by Selectman Daniels and seconded by Selectman Mannino as follows:

Water Users:	\$ 69,520.28
Sewer Users:	\$118,519.82

-Appointment of Study Committee - Tax Rate Stabilization. Awaiting March 8, 2004 meeting.

-Two Questions from Facilities Committee. Awaiting March 22, 2004 meeting.

-Discussion of the Possibility of the Board of Selectman Meeting Weekly Starting in March. Awaiting March 22, 2004 meeting.

7. ITEMS NOT ON THE AGENDA.

-NRPC Forum. The NRPC 22nd Annual Legislative Forum is being held Thursday, February 19, 2004 at 6:00 p.m. at the Anheuser-Busch Plant and has requested Board of Selectman attendance. Selectman O'Connell and Selectman Daniels to attend. Dawn Griska to RSVP.

-Planning Board February 17. Selectman O'Connell indicated the Golf Course will be on the agenda for the February 17 meeting. The EPA is getting more interested in this application, due to the possible effect on the remediation on the Savage Well Superfund Site.

-ZBA Case. The ZBA notified the Town, as owner of the Brox property and an abutter, that Janice Adams on Mason Road is seeking a variance to add a garage on her property. The Board took no action.

-US Cellular Lease. Town Administrator Chambers is trying to figure out the timing of the US Cellular lease and the RFP's for the structural and communications consultants on the tower. By mid-March, she estimates, a response should be received from the structural consultant who will look at the electrical and provide an assessment. Selectman Daniels suggested having the two consultants work concurrently.

-Fire Works. Selectman Daniels would like to find out if there is an ordinance dealing with fireworks and can we think about getting them done at Keyes Field so people can see them better. Town Administrator Chambers will check with the Fire Chief on the regulations and forward that information to the Selectmen.

8. INFORMATION ITEMS.

9. ANNOUNCEMENTS.

-Next BOS Meeting. The next regular meeting of the Board of Selectmen will be Wednesday, February 18, 2004 (later on, outside of this meeting, the date was changed to Monday, February 22, 2004) at 5:30 p.m.

There being no further business to come before this Meeting, the Board adjourned at 10:30 p.m.

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Chairman

Vice Chairman
